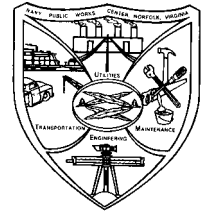


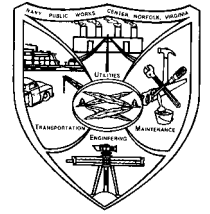


PUBLIC WORKS CENTER/REGIONAL ENGINEER



OFFICE OF THE COMMAND COUNSEL

Better - Faster - Cheaper - Safer



Counsel

Anita Polen (09C)

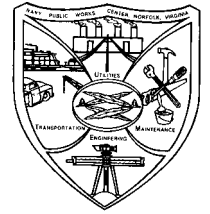
Assistant Counsels

Tim Murphy

Rymn Parsons

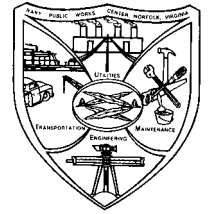
Debbie Evans

Dave Nimmich



- The Norfolk Public Works Center/Regional Engineer, Office of Counsel is a field office of the NAVFAC Office of Counsel.
- Code 09C provides legal services to the Norfolk PWC/RE, including all detachments.

A more detailed breakdown of 09C's workload is as follows:

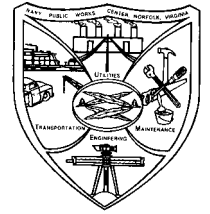


CIVILIAN PERSONNEL LAW:

Responsibility for majority of PWC Norfolk's administrative cases:

- EEO cases (both formal and informal)
- Merit Systems Protection Board cases
- Title VII cases in Federal District Court

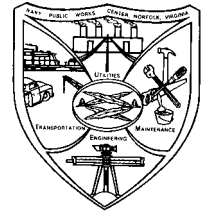
09C's involvement in this area of practice greatly reduces the amount of overhead spent on EEOC/MSPB settlements/judgments.



Review all significant personnel actions (adverse actions that fall within the MSPB's jurisdiction). This effort has reduced our MSPB workload and improves our odds of success when the case goes to hearing.

CONTRACT LAW:

Contract formation/fiscal issues

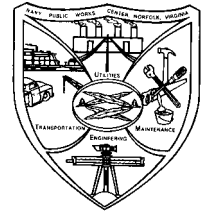


ENVIRONMENTAL LAW:

PWC Norfolk's legal office also has direct responsibility for providing legal advice that ensures the Navy's environmental compliance in the Hampton Roads Region. These services range from the requirements phase to resolution of NOV's. Frequent interaction with federal, state and local environmental entities is required.

REGIONAL ENGINEER:

09C handles numerous complex fiscal, real estate, privatization, and contract issues generated by the Regional Engineer organization.

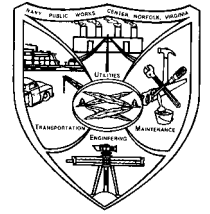


FISCAL LAW:

Routinely provides fiscal advice to the Command involving various project execution and purchasing issues.

COMMERCIAL ACTIVITIES/PRIVATIZATION:

Fully engaged in CA at both the MEO and PWS stages. 09C is actively involved in utilities and other privatization initiatives.

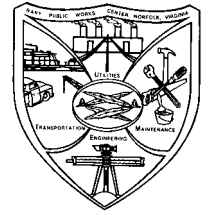


FAMILY HOUSING:

09C provides legal services to the Family Housing (the entire Mid-Atlantic Region).

MISCELLANEOUS:

Other workload includes JAGMAN Investigations (four to five investigations are constantly ongoing), ethics opinions and training, SF-450 review, unauthorized commitment review, FOIA/Privacy Act advice, Congressional response review, information technology



issues, subpoena coordination, public/private ventures, work for private parties issues, FTCA coordination, Command Instruction review, requests for U.S. Attorney representation and advice on other business and commercial issues as they arise.

COMMAND COUNSEL RESPONSIBILITIES:

Command Counsel is actively involved in the Command's ESG. Acts as team lead on the "People" portion of our Strategic Plan and oversees the corresponding action items. Assistant counsels also participate on numerous Command committees such as: new employee orientation, medical accommodation, instruction coordination with sites, etc.